

## Dealer Website Agreement

Please read the following before continuing:

### **ACCOUNTING**

- Landmark recommends printing current invoices and fuel prices daily for verification and for your records.
- EFT's are drafted on Wednesday, please ensure any necessary funds are in place for the draft.
- Bounced EFT's will have a \$50 fee added to your settlement and payment must be made by cashier's check to Landmark within 24 hours of original EFT.
- Any banking change must be submitted to Accounting in a reasonable timeframe to make the necessary changes.

### **FUEL**

- Dealers must provide daily fuel readings either through automatic updates online or call in to Greg at 713-243-3417 every morning.
- Please contact Greg BEFORE you run out of fuel.
- Each site must maintain a daily Over/Short log.
- If you manage your own fuel ordering, you are responsible for all delivery/retain/diversion/pump out fees.
- For weekdays, all orders must be placed by Noon the day prior to desired delivery.
- For weekends, all orders must be placed by 4 P.M. on Friday.

### **FUEL DISCREPENCIES**

- Notify your Wholesale Rep and provide all requested delivery/inventory information requested within 12 hours of delivery on any suspected fuel delivery discrepancy.
- Failure to follow these guidelines may result in fuel pump out and/or any associated fees.